



DEPARTMENT OF THE ARMY
US ARMY SOLDIER SUPPORT INSTITUTE
10000 HAMPTON PARKWAY
FORT JACKSON, SOUTH CAROLINA 29207-7025

ATSG-CG

NOV 22 2004

MEMORANDUM FOR ALL Soldier Support Institute (SSI) Personnel

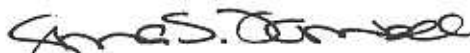
SUBJECT: Policy Memorandum #10 - Standards of Conduct

1. All members of the Soldier Support Institute are expected to maintain the highest standards of integrity and conduct at all times. Commanders and commandants will ensure all newly assigned personnel, both students and permanent party, are briefed on the Joint Ethics Regulation (JER) and this policy memorandum. In addition, each assigned member of the Institute will review the JER and this policy annually.
2. Government service or employment brings with it a public trust that requires us to place loyalty to the nation, ethical principles, and the public law above private gain and other interests. This is a trust we accept willingly and without reservation.
3. Department of Defense (DOD) policy contained in DOD 5500.7-R, JER is clear. It states that all of us, military and civilian, must refrain from engaging in any private business or professional activity that creates a conflict of interest between private interests and the public interests of the United States. Any actions, whether or not specifically prohibited by law or regulation, which give the appearance of using a public office for private gain or preferential treatment must be avoided. The appearance of unethical conduct is as damaging as an actual act of misconduct.
4. The regulation also prohibits the solicitation of contributions from other DOD personnel for a gift to an official superior, giving donations or gifts to an official superior or accepting donations or gifts from subordinates. Exceptions are permitted for special occasions such as marriage, illness, transfer, or retirement provided certain dollar limits are not exceeded. Class gifts to the Soldier Support Institute are permissible, provided contributions are voluntary.
5. If in doubt about a particular action, consult the regulation or contact the Ethics Counselor assigned to the Staff Judge Advocate's Office.

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6. The proponent for periodic review of this policy is the SSI Deputy Commander.
7. READINESS STARTS HERE!



GINA S. FARRISEE
Brigadier General, USA
Commanding